

69-0747

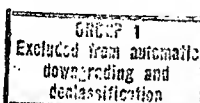
SECRET

13 FEB 1969

MEMORANDUM FOR: Executive Director-Comptroller
THROUGH : Deputy Director for Support
SUBJECT : Federal Personnel Manual System
Letter No. 736

1. This memorandum suggests action on the part of the Executive Director-Comptroller; this action is contained in paragraph 6.
2. The Chairman of the Civil Service Commission recently issued uniform minimum criteria under Federal Personnel Manual System Letter No. 736 to be used by all agencies which conduct full field investigations of employees and applicants for appointment to critical-sensitive positions in the competitive service.
3. There has been a substantial degree of uniformity in the past, but this is the first time Government-wide standards have been issued. The criteria also includes the use of the polygraph relative to agencies and parts of agencies which have intelligence or counterintelligence missions directly affecting the national security and approaching in sensitivity the mission of CIA.
4. Although the Agency has been specifically exempted from the manual, it is the desire of the Agency, as in the past, to follow the Civil Service Commission procedures as closely as possible.

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5. We feel that the first step in implementing this policy which is substantially directed against the invasion of privacy is a memorandum, such as the attached, from you to the Director of Security outlining your concern.

6. Accordingly, it is recommended that the attached memorandum be approved with your signature.

[Redacted Signature Box]

Director of Security

25X1A

Att

CONCURRENCE:

R. L. Bannerman
Deputy Director
for Support

Date

The recommendation contained in paragraph 6 is approved.

L. K. White
Executive Director-Comptroller

Date

Distribution:

Orig. - Return to OS

1 - ER

2 - DDS

SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Federal Personnel Manual System

FROM:

Director of Security
Room 4E60

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1.

DDS

2.

Ex. Dir-Comptroller

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TRANSMITTAL SLIP		DATE 2 MAY 1969
TO: Director of Security		
ROOM NO. 4E60	BUILDING Hqs	
REMARKS: <p>Please see DD/S 69-2185: Memo dtd 20 May 69 for D/S fr DD/S, subj: FPM Letter No. 736-4 -- Full Field Investigations on Competitive Service Employees and Applicants for Critical-Sensitive Positions.</p> <p>The attached copies are returned for your disposition.</p>		
FROM: Office of DD/S		
ROOM NO. 7D18	BUILDING Hqs	EXTENSION
FORM NO. 241 1 FEB 55		REPLACES FORM 36-8 WHICH MAY BE USED. (47)

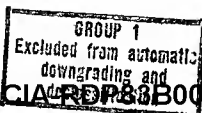
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MEMORANDUM FOR: Director of Security

SUBJECT : CIA Investigative and Polygraph Program

1. With the publication of Federal Personnel Manual Letter 736, the Chairman, Civil Service Commission, announced a set of Government-wide standards applicable to the conduct of full field investigations and the use of the polygraph in the competitive service and expressed the hope that equivalent standards would be adopted by agencies in the excepted service.
2. Your Office is requested to establish written criteria for polygraph and investigations which will ensure an effective personnel security program but still guarantee to the extent possible our applicants and employees the same protection against invasion of privacy as provided members of the competitive service.
3. Further you are to ensure that the part of the polygraph program supporting the Clandestine Services guarantees such rights against invasion of privacy as operational considerations may permit.
4. Accordingly, I look to you as the officer responsible to undertake a detailed review of the polygraph and investigative programs of the Agency and to revise them where necessary to comply with the spirit of the CSC letter. This is to be followed by the preparation of regulations, directives, or other regulatory material necessary to record Agency policy on each of the topics on which the CSC requires directives in the competitive service.

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5. I shall look to your Office to monitor polygraph operations and investigations to prevent abuses or unwarranted invasions of privacy and to report to me at least once a year on this matter.

L. K. White
Executive Director-Comptroller

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

CIA Investigative and Polygraph Program

FROM: L. K. White Executive Director-Comptroller	EXTENSION	NO. DATE
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TO: (Officer designation, room number, and building)	DATE	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
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1. Director of Security
Room 4E60

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